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Data Registry

File Security - 2Appropriate Classification of the Agency's  
"Affirmative Action Plan" BookletRobert W. Gambino  
Director of Security

6777

31 March 1976

DD/Administration

Director, HEO  
Room 4E-321. to 2.

Omega:

The position of the Office of Security concerning the need to classify the "CIA Affirmative Action Plan" is contained in the attachment.

I believe you are now faced with several problems. The first problem, and the most serious, pertains to any external dissemination of the book so far. I would appreciate receipt of advice as to how you would propose to handle that matter. Secondly, there is the problem of any internal distribution already made. A possible solution here is the issuance of a memorandum to all recipients directing them to affix the appropriate classification.

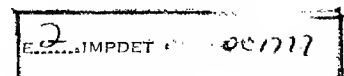
Would you be good enough to let me know soonest your plan to get this matter handled.

## Distribution:

Orig RS - D/EEO w/Orig of Att  
1 RS - DD/A Subject  
1 RS - JFB Chrono  
DD/A:JFBBlake:der (31 March 1976)

Signed ~~John F. Blake~~  
Deputy Director  
for  
Administration

Att: DD/A 76-1617

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DDA Registry  
File *Security*

DDA 76-1577

29 March 1976

ATTACHMENT

Form 163a  
8-66

MEMORANDUM FOR: Director of Security

FROM : John N. McMahon  
Deputy Director for AdministrationSUBJECT : Appropriate Classification of the Agency's  
"Affirmative Action Plan" Booklet

Bob:

1.

1. The attached booklet on the Agency's "Affirmative Action Plan" should be read from the point of view of whether or not it is to be classified based on some of the information given on personnel strengths of Directorates. The DDA segment lists the size of the Directorate at [redacted]. Other Directorates, from time to time, refer to certain percentages of personnel.

STATINTL

2. Would you have someone look through the AAP carefully to determine whether it is an appropriately unclassified document.

STATINTL 3. Incidentally, [redacted] of the Office of Personnel has taken a pretty good look at the AAP and submitted a recap to Fred Janney. I thought it would be of interest to you.

John N. McMahon

## Attachments

STATINTL 1. Copy of AAP Booklet  
2. Memo to D/Pers from [redacted] "Outside Release of Information Concerning the Agency"

## Distribution:

Orig - Addressee w/atts  
① - DDA Subject w/att. 2  
1 - DDA Chrono w/att. 2  
1 - RFZ Chrono w/att 2

STATINTL EO/DDA/[redacted]lm (29 March 76)

24 March 1976

MEMORANDUM FOR: Director of Personnel

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FROM :   
Chief, Plans Staff, Office of Personnel

SUBJECT : Outside Release of Information Concerning the Agency

1. The Agency's Affirmative Action Plan for EEO, dtd 15 Dec 1975, has been sent unclassified to the Civil Service Commission. As the current evaluation of the Henderson Bill (which would give expanded powers to the Commission) highlights the issue of what information the Commission would receive, it is worthwhile noting what information the Commission has already received in the Affirmative Action Plan.
2. The Plan is explicit about the personnel strength of the DDA and the DDS&T. I am confident that a good analyst with several hours to spend could develop a pretty good estimate of the Agency's strength from scattered clues (such as ratios of EEO officers, a derived estimate of the allocation of black EODs to Directorates, and the like).
3. The recruiting effort is well pinpointed. Recruiting practices are described. There is some discussion of recruiting priorities and skill requirements. The applicant review process is discussed. The total number of professional EODs in 1974 and 1975 may be derived directly.
4. Some aspects of our personnel policies have not been discussed in detail with the Commission but are highlighted in the Plan. These include panel operations, the existence and contents of the APP and PDP, and applicant processing.
5. The DDO strength is almost divulged by the provision of information on black accessions and separations, the percentage increase in blacks, and the ratio of blacks to total DDO strength. The only reason it doesn't yield the right number is that there must have been some black transfers out of the DDO.
6. Some planning-related data is provided. The assumption of trend in Agency personnel strength is made explicit (p. 17). The fact that the DDO is decreasing in size is explicit, as is the fact of SEA relocation. S&T missions and skill requirements are detailed somewhat (p. 79). Organizational data is provided throughout.

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7. The mission, area location, and recruiting practices of NPIC are detailed (p. 79).

8. The danger of this kind of report is that its cumulative value increases. Next year's addition may fill additional gaps by providing occasional absolute figures that relate to percentage figures already provided, or vice versa.

9. The value of the report to someone planning to penetrate the Agency would seem to be substantial, for the report gives signals as to whom we are hiring and how.

/s/

[Redacted Signature Box]

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As Stated

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